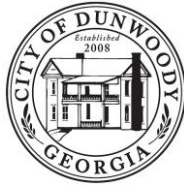


Temporary Sign Permit Application



City of Dunwoody
41 Perimeter Center East
Dunwoody, GA 30346
Phone: (678) 382-6800
Fax: (770) 396-4828

Except for those signs which may be erected without obtaining a permit, every person desiring to erect a sign in the City of Dunwoody shall first obtain a sign permit and all other permits required for the desired structure in accordance with City ordinances. Please review this checklist, complete the Temporary Sign Application form attached, and deliver them with all required supplemental documents to the City of Dunwoody Community Development Department, located at 41 Perimeter Center East, Dunwoody, GA 30346.

- ☐ The street address of the property upon which the sign is to be located and a plat map of the property which bears an indication of the proposed location of the sign.
- ☐ The name(s) and address(es) of the owner(s) of the real property upon which the subject sign is to be located.
- ☐ Consent of the owner, or the owner's agent, granting permission for the placement or maintenance of the sign. Attach a separate sheet as necessary.
- ☐ Name, address, phone number and occupational tax certificate number of the sign contractor.
- ☐ The type of sign to be erected, the area of the sign, the height of the sign, the shape of the sign, and an explanation of how the sign is to be mounted or erected. Attach a separate illustration as necessary.
- ☐ There is **no application fee** for temporary signs.

Note: Each application shall contain an agreement to indemnify and save and hold the City harmless from all damages, demands or expenses of every character which may in any manner be caused by the sign or sign structure. Each applicant shall present to the Department, upon request, a certificate of liability insurance prior to the issuance of a sign permit.

Incomplete applications are considered non-compliant and will not be processed.

Temporary Sign Permit Application



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Subject Property	Address:		
Applicant Information	Parcel ID:		Lot Size: <input type="checkbox"/> s.f. <input type="checkbox"/> acre
	Name:		
	Contact Name:		
	Address:		
Property Owner	Phone:		Fax:
	Email:		
	Owner's Name:		
	Owner's Address:		
Sign Description	Zoning District:		Zoning Case #:
	Sign Type:		Display Date:
	Height Above Grade:		Expiration Date:
	Color & Material:		# of Banners:
	Dimensions: Area:		# of Displays This Calendar Year:
	Ground Sign Set Back from ROW:		Content of Banner:
	Lettering:		
	Sign Value:		
	Company Name:		Occupational Tax Certificate #:
	Contact Name:		
Sign Contractor	Address:		
	Phone:		Fax:
	Email:		
	Will contractor install sign? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Signatures	Property Owner's permission to install sign? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	<i>I hereby certify that all information provided herein is true and correct and I acknowledge compliance with all requirements of the City of Dunwoody Zoning Ordinance.</i>		
	Applicant's Name:		
	Applicant's Signature:		Date:
	Property Owner's Name:		
Staff	Property Owner's Signature:		Date:
	Staff Only		
	Approved by:		Denied by:
	Date:		
Staff	Permit #:		Zoning:
	Case #:		Date: